

ADAMS COUNTY REGIONAL SEWER DISTRICT BOARD MEETING MINUTES  
August 9, 2019

Board and staff members present:

Don Bergdall  
Shannon Smitley  
Nate Rumschlag  
Richard Lambert  
John Carroll  
Jim Franz  
Steve Bailey

Superintendent, Barry Scherer  
Attorney, Mark Burry  
Brooke Hindenlang  
Commonwealth Engineering: Ben Adams

**Opening of meeting**

Shannon called the meeting to order.

**Approval of minutes**

Motion to approve the minutes by Jim, 2<sup>nd</sup> by John approve the minutes as amended.  
Approved 7-0

**Payment of Claims:**

Claims were presented totaling \$11,661.99. Itemized list presented to board and included in record.

With the number of public record requests being made recently the RSD is getting more and more copy expenses.

Motion to pay claims, as presented, by Steve, 2<sup>nd</sup> by Richard. Approved 7-0

**Superintendent's Report**

Barry began his report by turning the meeting over to Ben Adams to review updates on the project and SRF funding since the last meeting.

Ben announced that the board has received approx. \$2.1 million in funding for Bobo and the transmission line projects.

SRF required project readiness and the other areas included in the PER were not at the point where the board could issue the plans for bidding to meet the SRF schedule conditions.

To meet the timeframe the project finance committee determined to use the old Bobo design route and include the transmission line homes adding 35 properties to the project area. To do the other areas in a future request will require the board proceed with design in advance of the July 2020 deadline with SRF.

Jim           What is the area involved?

Ben           The lines are in the ground and will be easily available since they were installed with the intent to connect as we have currently designed.

John          How many homes in total?

Ben           Approximately 75 homes are included, but we need to issue notices and possible exception filing paperwork to confirm.

Ben           Cost of project is estimated at \$2.2 million

John          What is the cost per connection?

Ben           We have not calculated that exact amount at this time, but it could be divided from the overall cost.

John          Do we need to contact Decatur?

Nate          The previous project plan included Bob and their flow was initially part of the treatment agreement. We should be well within out flow rates required and no new taps are being made to the Decatur collection system.

Project funding is estimated at the cost of the construction. The grant and loan amounts are covered by SRF

Nate asked if Barry's notes on the system design are being incorporated into the plans in advance of the bid date proposed? Ben responded that he has met with Barry for his comments and plans to include them.

Richard commented that the board is better off moving forward on this project at this time than we were previously.

Steve asked if we are looking at options for financing and design and project readiness on the other phases at this time as well?

Ben recommended that the board go forward with smaller project groups in the range of \$4-5 million in construction costs rather than the \$10+ million.

Barry presented the CEI project design contract for the board consideration. The contract was added to the board record.

Mark asked that the board confirm that the majority of the CEI agreement is Not to Exceed. Mark commented that the easement work may be lower and the non-construction costs will need to include the MBB rates for legal work beyond the CEI fees.

Lou S. interrupted the superintendent's report asking how can the board vote or move on this? These are drastic changes from the plan just last month?

Mark Lou you have asked the board repeatedly over the years for why they have not included the homes along the transmission lines and here the board has found a way to finance the connections. What is the problem?

Lou S. The plan moving forward is just inconsistently acted upon. The changes are just not out there.

Mark & Nate both reviewed what was delivered to SRF and the project to meet the state's timeline. The entire PER was sent out originally over to SRF requesting nearly \$13 million in funding. The only project ready was Bobo with the transmission line properties. The options were perfect and funding was available for Bobo. The finance committee made the decision to approach SRF with the amendment to the plan and with this funding award the board had the opportunity to finance the most complicated and least viable project area with documented septic failures.

Steve commented that what the board has learned here is having a design ready to get funding is now critical for SRF. County budget discussions are in September and both of these processes ongoing parallel allow us opportunity to seek funding locally. Recommended that the RSD go to the commissioners and then council to verify funding in the budget.

Mark recommended that the board schedule more special meetings.

Lou S. So the Bobo line down 101 to Pleasant Mills and 3 miles of homes only for timing?

Nate R. No, we did this for funding. We are eligible this funding cycle and it saves the district costs in redesigning the Bobo line as was proposed in the PER previously submitted.

Lou S. I don't see you meeting the schedule.

John The needs for Bobo are now feasible and can now move forward.

Steve As a percentage of the project, what fees are we seeing in the proposal? Are they similar as a percentage for design fees on the other portions of the project?

Ben SRF asks for the RSD to prepare an Asset Management Plan which added \$25,000 in addition to the previous design. Much of the work in the proposal is post bid and amendment work to include the transmission line and permitting necessary along with bidding services.

Steve motioned to approve the design contract with CEI for a Not to Exceed fee of \$200,500. Motion was seconded by John. Board approved the action 7-0

Barry outlined the schedule that we are looking to close on the bond on 12-16-2019. We also plan to have the bids in hand by 10-18-2019. Board is planning to have the bid opening on 10-10-2019. Board meeting will proceed the release for bids.

Mark commented that state statute requires notice to property owners and public notice within 60-days of determination of the project areas and homes. Both published and mailed a written notice will be done for the project area. Mark asked that the board approve the project area and approve the extension of the sewer.

Nate made a motion to approve the project area as approved by SRF and the extension of sewers. Mark is also approved to issue notices to affected individuals and publish notices. Motion was seconded by Jim. Board approved the motion 7-0.

Lou asked the board if the homes along the line over 300-feet will pay for a portion of the costs to connect.

Ben responded that the more the merrier. The project award covers the connections so why should the board split the costs?

Barry commented that the board needs to keep moving on schedule.

Ben asked to confirm the project name as the 2019 – Bobo/US33 Sanitary Sewer Extension.

Barry confirmed that pumping rates are down in the Mercer area but the flow rates are not reduced. Water is still entering the system.

Barry confirmed that SRF and USDA-RD books will be kept separately. Ben asked that we may want to confirm how to do this with Baker Tilly. The board recommended that Barry ask Jeff Rowe for clarification on the rates and book keeping.

Barry has 5 potential Amish hook-ups in the new project area. Shannon asked why this would be a problem? Barry commented that we need to address the electric costs in a separate surcharge to the rate.

Nate recommended that we table rate discussions until October and the Board agreed.

Barry asked about hiring a part-time inspector. Barry wanted to know if he can use the budgeted funds for this part time person.

Steven motioned to approve up to \$1,000 for the use of hiring a part-time person to assist in cleaning and inspecting the residential grinder stations. Motion was seconded by Don. Board approved 7-0.

John motioned to add a part time inspector to the budget in 2020. Motion was seconded by Steve. Approved 7-0.

Board set the next meeting on August 28<sup>th</sup> at 7 pm to assist in meeting the project schedule and to address public comments.

Barry is looking for a different grinder pump with longer warranties and ones that will not start until the pump startup date.

#### **Attorney**

No comments.

#### **Board Comments:**

Board account reconciliation reviewed by the board. Motion to approve the reconciliation as presented by Steve, motion 2<sup>nd</sup> by Jim. Board approved 7-0.

#### **Public Comments:**

Dan Bieberich – what is the typical cost for the service lateral?

Ben Adams – We estimate it at about \$10/ft

Motion to adjourn by Jim, 2<sup>nd</sup> by Richard. Meeting adjourned. 7-0